Action Research

I began thinking about our district technology staff development and brainstorming about how we could make the process job-embedded and ongoing so that teachers could continue year round to update their technology classroom usage. We continue to have district technology training, but often teachers lose some of the ideas and tools before they have the ability to utilize these in the classroom. I brainstormed about the possibility of having an ongoing staff development method that could be at the teachers’ fingertips continuously with protected site (Wiki) access available to the campus. The key focus would be that the staff development could be continuously updated and ongoing.

I discussed this action research inquiry topic with Randall Maxwell, my site supervisor and we came to the conclusion that this would be a good action research topic. We developed and formulated a topic stating that we need a method to help make technology staff development collaborative, job-embedded, and ongoing to enhanced professional growth and student success.

**Providing Background Information**:

It is necessary that the administrators and teachers have an understanding of my action research plan. I will be able to gather data from the teachers and information from other technology directors to survey the technology staff development needs of our campus. This site can contain a lot of helpful technology information. This collaborative site could provide a location for administrators, teachers, and staff to collaborate, learn, share, post, technology instructions (Star Charts, Star Boards, Elmos, Neos, Clickers, Student Island), helpful ideas, lesson plan templates, Lesson Plan Cycle, helpful technology sites, and helpful YouTubes, instructions for 2007 Microsoft Office, Test INOVA data, TEAMS report data, TAKS reviews, and any other necessary technology data.

**Sharing the Design of the Inquiry:**

I will meet with each departmental meeting to share the data for my action research project as well as give them the information from the surveys displayed on the Excel Spreadsheet including charts and graphs. I will share the most relative information from the teachers’ surveys and from the interviews with other district technology directors giving them the consensus for the collaborative technology site for staff development and showing the timelines for the completion of the project of my inquiry.

**Stating the Learning and Supporting the Statements with Data**:

The campus Wiki protected site will be developed and as we proceed with the implementation of the collaborative, job embedded, and ongoing site, we will continue to meet with the staff to encourage interaction with the entire campus to help develop a beneficial and useful method of ongoing staff development.

I will meet with teachers to train and implement the campus site. This will ensure that the teachers’ technology needs are being continuously met. We can continue to made changes and additions to the campus site to keep the site up to date and a collaborative ongoing effort.

This can be completed by meeting with departments on a regular basis and also making monthly reports at the faculty meetings.

**Providing Concluding Thoughts:**

I will continue to update the Campus Wiki site with more postings of helpful technology sites and ideas. We will need to continue to make this an ongoing process so that the Wiki site can stay maintained meeting the technology needs of the teachers, administrators, and staff. We will need to continue to update the site with current data. I will need to meet as often as necessary to assure that the site continues to be ongoing and job-embedded. This will be a key element in keeping the staff development site beneficial to all. This will be a great “user friendly” site that can be a helpful protected site resource for the collaboration of technology sites that can be embedded into the campus site. This will include webinars, videos, and other necessary information for the collaborative site. We can also post helpful instructions on TEAMS attendance and grade book software, STAR CHARTS, instructions for Kuder career assessments, Starboard training modules, technology equipment training modules and any other helpful instructions to benefit the teachers and staff on campus. We will continue to inquire about how we can generate additional areas for inquiry. This is noted in the Dana text, “concluding thoughts to not answer the initial research question, but generate additional questions and further areas for inquiry.” (p. 168)

References:

Dana, N. F. (2009). *Leading with Passion and Knowledge: The Principal as Action Researcher*. Thousand Oaks, CA: Corwin and American Association of School Administrators.

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| **Tool 7.1 Action Planning Template**  **Goal:**    We need a method to help make technology staff development collaborative, job-embedded, and ongoing to enhance professional growth and student success.    **Action Step (s) Person(s) Timeline: Needed Evaluation**  **Responsible Start/End Resources**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | 1.Discuss my action research topic with my site supervisor  Actual meeting with site supervisor to discuss action research topic | Myself and Randall Maxwell, site supervisor  Myself and Randall Maxwell, site supervisor | November 19  November 29 | Laptop – emailed site supervisor to set up meeting  Laptop – tentative action research topic | Suggestions for action research topics – formulate topic  Question and Answer about topic; ideas on teacher surveys | | 2.Create teacher surveys concerning current technology staff development and assessing the technology needs of teachers that could be developed into job-embedded mode  Interview other district technology leaders to access their methods of technology staff development for potential job-embedded staff development ideas. | Myself, site supervisor, and participating teachers and administrators  Myself and Participating technology leaders from other districts | November 30 – December 10  December 6 | Laptop, teacher surveys, past district staff development packets for spring of 2008, 2009, 2010  Laptop, telephone for interviews, and journal to collect information from interviews | Evaluate the data from the teacher surveys and from the past staff development training to assess the technology training needs.  Evaluate data from these interviews; create a checklist that can provide assurance that all needs can be met through a collaborative site/method | | 3. Using information collected from surveys and interviews, implement process for technology staff development to be a collaborative, job-embedded and ongoing process. | Myself and Randall Maxwell, site supervisor, department heads in core subject areas | December 10 – January 20 | Previous staff development packets, Excel spreadsheet containing cross tabulation of data from survey information and interviews with charts and graphs for explanation of collected data. | Determine if current technology staff development methods provide technology needs for administrators and teachers; teacher surveys, journal entries from interviews; field observations of teacher technology usage. | | 4.Create a campus site such as a protected Wiki site that will provide technology staff development that is collaborative, job-embedded, and ongoing to enable teachers to interact with each other to develop more proficient ongoing technology staff development | Myself, campus personnel | January 20 – February 20 | Laptop, Wiki template, internet for helpful technology sites that can embedded into campus site including webinars, videos, and other necessary information for collaborative site | Utilize survey and interview data, evaluate past staff development data, brainstorming sessions. Interviews, field observations, meetings with departments used as evaluation tools. | | 5. Meet with teachers to train and implement the campus site. Be sure that teacher’s technology needs are being met in the site to provide for collaborative, job embedded, ongoing staff development. | Myself, teachers, and Randall Maxwell, site supervisor | Meet once a month with department meetings for period of time January - March | Continue to develop campus site to insure that technology needs are being met for collaborative, job embedded, ongoing staff development | Meet with each departmental meeting of teachers to be sure that they technology staff development needs are being met with the campus site. | | 6. Continue to meet with teachers and administrators to make changes and additions in the campus site. Continue to make additions to the site and invite teachers to add helpful data to the campus site making it a collaborative site that everyone on campus can benefit from. | Myself, teachers, administrators, and Randall Maxwell, site supervisor | Meet as often as necessary during study time frame. | Continue to encourage all teachers and staff to make the site a collaborative effort. Continue to organize helpful technology staff development material for the site. Keep the site consistent and organize so that campus staff development site is “user friendly” to keep the staff development ongoing and job-embedded. | Collaborative technology staff development campus site. Post more helpful technology sites that can be embedded into campus site including webinars, videos, and other necessary information for collaborative site. Post helpful instructions on TEAMS attendance and grade book software, STAR CHARTS, instructions for Kuder career assessments, Starboard training modules, technology equipment training modules and any other helpful instructions. | | 7. Evaluate campus Wiki site for technology staff development that is job-embedded and ongoing. Be sure that teachers and administrators needs are being met with the site. Finalize action research project with teachers, administrators, and staff. | Myself, administrators, teachers, and Randall Maxwell, site supervisor | As often as necessary to assure that the site continues to be ongoing and to assure further development so the technology staff development site stays current and up to date. | Closing procedures to assure that the campus Wiki site can stay maintained meeting the technology needs of the teachers, administrators, and staff. Continue to update site with current data. | Final observations, finals interviews with teachers to continue to make the technology staff development site a collaborative, job-embedded, ongoing site that all campus personnel can continue to use for technology training and staff development. | |
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| **SIP or PIP (SCHOOL or PROFESSIONAL IMPROVEMENT PROJECT) PLAN OF ACTION – May be used in your Action Research Planning, Week 3 Assignment, Part 2 and 3**  Using the information and skills developed in EDLD 5311, including your intern plan, and the knowledge and skills developed in EDLD 5301 Action Research, you will be developing a comprehensive school or professional improvement action plan that you will be able to design and implement in collaboration with your site supervisor(s) and any other support staff and stakeholders. Your task is to propose a narrative and an action plan, which would begin the ascension to exemplary status, or improve specific targeted areas if your campus is already exemplary.  You should base your approach on your leadership learning’s, the National and Texas Standards and Competencies, your own leadership knowledge, experience and skills developed through your course self-assessments, campus supervised and embedded course leadership experiences. You are to use as much data as needed for your SIP or PIP, including actual test scores, needs assessment contributing to the Campus Improvement Plan and information from your campus and/or district (AEIS or PBMAS/AYP data, etc.). The Dana and Harris et al. texts provide a variety of tools for gathering data for your PIP/SIP.  **Your proposal should be agreed to in collaboration with your campus supervisor(s), members of specific committees (e.g., SBDM), and any others that are stakeholders in helping you to implement, monitor and assess your SIP or PIP.**  In developing your Action Research Plan\*, we ask that you use Tool 7.1 from the Harris et al. text, and also posted in the Resource section of this course, or use the following action plan template for this activity:  **Action Research Plan Question**: What can we do to make technology staff development collaborative, job-embedded, and ongoing to enhance professional growth and student success.  **SCHOOL VISION:** Our vision is to create a campus protected site that will provide technology staff development that is collaborative, job-embedded and ongoing to enable teachers to interact with each other to develop more proficient ongoing technology staff development.  **Goal**: Our goal is to create a method to help make technology staff development collaborative, job-embedded, and ongoing to enhance professional growth and student success.   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Outcome | Activities | ResourcesResearch  And Tools Needed | Timeline | Responsibility to Address the Activities | Benchmarks/  Assessments | Revision to  The SIP/PIP  Base on Monitoring /  Assessment | | Setting the Foundation  Select concept of research idea to site supervisor | Meet with Randall Maxwell, site supervisor to discuss topic | Do background research to find data to support developing better campus technology staff development | Nov 2010 | Maridale Still | Site Supervisor’s Approval | Goal may need to be adjusted to meet discussion with site supervisor | | Analyzing the Data  Teacher surveys and interviews with other technology district leaders | Conduct teacher surveys; analyze data from interviews | Excel Spreadsheet to document the data from the teacher surveys and interview process; cross tabulation of data creating charts and graphs | Nov / Dec 2010 | Maridale Still | Teacher surveys / journal from interview process with technology directors | Focus/ Goal may need to be adjusted to meet the data developed from the surveys & interviews. | | Developing Deeper Understanding  Begin implementation of process for technology staff development | Meet with Randall Maxwell, site supervisor to discuss topic and developing collaborative staff development site | Utilize previous staff development packets, Excel spreadsheet containing cross tabulation of data from surveys and interview for explanation of collected data; Begin developing collaborative campus site (possible Wiki protected site) | Dec / Jan 2010 | Maridale Still | Helpful Technology sites that could be embedded into campus site including webinars, videos, and other necessary information for collaborative Wiki site | Using the survey and interview data, evaluate past staff developmen Brainstorm with dept meetings.  Make and adjust plan to accomo-date tech staff development needs of the depts.. | | Engage in Self-Reflection  Reflect on data collection interviews, and brainstorm sessions | Develop campus technology staff development Wiki site to incorporate various training, instruction modules to meet the need of teachers, administrator, and staff | Further research conducted on possible needs of campus for collaborative technology staff development needs | Jan / Feb 2010 | Maridale Still | Additional meetings with dept heads and dept meetings to try to determine the tech staff development needs. Continue to organize helpful tech staff development material for collaborative Wiki site. | Adjustments can be made to site as more organization of sites are developed. | | Exploring Problematic Patterns  Make sure that Wiki site can be developed in an organized method | Look at methods for documenting and responsible person (s) for documenting and maintaining staff development on the Wiki site | Continue to meet with teachers, administrators, and staff. Keep journal to document the needs and explore more collaborative methods for ongoing staff development in technology. | Feb 2010 | Maridale Still | Check for understanding and concepts to boost study as well as additional sites/ information that could be utilized in the site | Adjustments may need to be made to the Wiki site plan after gathering additional data from meetings with teachers and depts. | | Determining Direction  Teacher meetings to train and implement a possible Wiki collaborative site | Meet with teachers to train and implement the campus site. Be sure that teacher’s technology needs are going to be met in the site to provide a collaborative job-embedded, ongoing staff development site for technology. | Show the teachers helpful technology sites containing informative tech ideas, videos, instructions, and youtube videos. Gather additional ideas from teachers. | Feb 2010 | Maridale Still | Gather all of the collected ideas and use this information to finalize the completion of the Campus technology Wiki staff development site | Adjustments may need to be made to incorporate all the needs of the teachers and staff. | | Taking Action for School  Improvement  Complete the campus Technology Wiki staff development site | Utilize all the collected data and information to set up the navigation for the Wiki site | Share the Technology Staff development site with the entire campus | End of Feb Meet once a month with dept meeting for the period of time Jan - March | Maridale Still | Completed campus Wiki site | Make final adjustments on the Wiki site | | Sustaining Improvement  Continue to meet with teachers to make changes and additions in the campus site. | Continue to make additions to the site and invite teachers to add helpful data to the campus site making it a collaborative site that everyone can benefit from | Campus site and internet for helpful technology staff development ideas | Meet as often as necessary to assure that the site continueto be ongoing to assure further development so that tech staff training stays current and up to date | Maridale Still | Invite additional ideas and continue to update site. | Brainstorm for more ideas for the Technology Wiki Staff development site to keep site ongoing and job embedded staff development | |